

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: June 10, 2013
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Council Requests for Information/Council Business

- *Agreement between the Town of Mansfield and Regional School District 19 for Parking Lot Services* – Region 19 is reviewing the proposed agreement with the Town. We have identified some concerns regarding the insurance provision in the initial draft. Consequently, at one of the July meetings I plan to present a revision to the Council for its consideration.
- *Budget Referendum* – As highlighted in item 10 of the Town Council packet, the Town Clerk has received a valid petition to schedule a referendum on the FY 2013/14 Budget adopted at the Town Meeting. The Town Clerk has scheduled the referendum for Tuesday, June 18, 2013, to be held from 6:00 AM to 8:00 PM in the Council Chamber at the Beck Municipal Building. We have also scheduled a special meeting for 7:30 PM on Wednesday, June 19, 2013 to allow the Town Council to review the results of the referendum and to act on the budget.

Departmental Reports

- *Town Manager's Office*
 - Due to retirements and other employee turnover, we have recently filled a number of vacant positions. Please join me in congratulating the following employees on their recent appointments and/or promotions:
 - Jeffrey Kraenzle was hired as a mechanic with Public Works
 - Jake Baxter and Alain Bourassa have been hired as laborers with Public Works
 - Charles Cosgrove has been promoted to Assistant Chief-Deputy Fire Marshal-Assistant Emergency Management Director
 - Rick Landry and Joe Burnham have been promoted to full-time firefighter/EMT positions
 - Kelsey Pajer and Kevin Lundgren have been promoted to weekend-evening supervisors (MODs) with Parks and Recreation
 - The newly expanded version of the Mansfield Minute has been released ([item # 13](#) in your meeting packet). In addition to being expanded from two to four pages, distribution of the publication has been widened from online to include hard copies at municipal buildings and seven local businesses. Special thanks to Leslie McDonough and Sarah Delia for their work writing and producing this publication.

Major Projects and Initiatives

- *Connecticut Interstate Reliability Project* – CL&P is in the process of preparing a Development and Management Plan (DMP) for the Interstate Reliability Project and will be presenting the plan at an Open House scheduled for Wednesday, June 12, 2013 from 6:00 PM to 8:00 PM at the Mansfield Community Center. The DMP contains the detailed construction information for the project, including items such as the placement of access roads and final structure locations, identification of areas for staging and equipment storage, field office trailers, and other related facilities; planned work hours; and environmental measures such as vegetation clearing, erosion and sedimentation control, etc. Comments on the draft DMP are due to CL&P by July 1, 2013. At the June 24, 2013 meeting staff will have draft comments for the Town Council to consider.

- *Mansfield Tomorrow* – Over the last few months the project team has been busy working with the advisory and focus groups to develop strategies related to agriculture, housing, economic development and sustainability. One of the underlying themes that has emerged from community input is a desire to manage future growth in a way that preserves Mansfield's rural character. A Community Open House is being held at the Buchanan Center on June 18th between 4:00 PM and 9:00 PM to solicit feedback on the draft vision and strategies developed to date, as well as to provide a first look at concepts for development options in areas designated in the current Plan of Conservation and Development as suitable for higher density or commercial development.
- *Storrs Center Construction Update* – Due to construction of Bolton Road Extension and the completion of Royce Circle, the temporary road connecting Dog Lane and Bolton Road will close. This work is weather-dependent. Motorists wishing to turn from Dog Lane to travel south on Storrs Road (Route 195) will instead turn onto Royce Circle behind the Storrs Center parking garage and follow the newly constructed Wilbur Cross Way to Charles Smith Way (formerly referred to as "Post Office Road"). Vehicles will not be able to turn left onto Storrs Road from Dog Lane. Northbound traffic turning right from Dog Lane onto Storrs Road will be unaffected by this change. This traffic pattern will remain in effect while construction continues on Bolton Road Extension and Royce Circle. Once complete, the intersection of Bolton Road Extension, Storrs Road, and Bolton Road will serve as the main, lighted intersection for Storrs Center. The new roads will complete the boundaries of the Town Square and will accommodate all traffic heading north and south on Storrs Road. Work is expected to be completed by the fall. Questions may be directed to the Mansfield Downtown Partnership (storrscenterinfo@mansfieldct.org or 860.429.2740). The Partnership continues to maintain a construction website for updates at <http://storrscenterconstruction.blogspot.com>.
- *Town Square Concept Plan* – At 7:00 PM on Tuesday, June 11, 2013 in the Council Chamber at the Beck Municipal Building, Architect Brian Kent will present a concept plan for the new Town Square to be located in Storrs Center. Members of the public are encouraged to attend to provide their input.

Special Events

- *John E. Jackman Tour de Mansfield* – The Town's annual John E. Jackman Tour de Mansfield will be held on Saturday, June 22, 2013 from 7:00 AM – 12:30 PM. The tour features a 5-mile Family Fun Ride, 20-mile and 40-mile rides, and a free bike rodeo for kids. Rides begin and end at the Mansfield Community Center and lunch is included for all registered riders. Pre-registration by June 21st is \$20 for residents and \$30 for non-residents; registration on June 22nd is an additional \$5. Children under 18 years of age ride free. For more information, please call 860-429-3015.
- *Retirement Celebration in Honor of Norma Fisher-Doiron* – Norma Fisher-Doiron has been the Principal at Southeast Elementary School for the past 20 years. The community is invited to an open house retirement celebration in her honor on Friday, June 21st from 4:00p.m. – 6:00p.m. at Southeast Elementary School. I have enjoyed working with Mrs. Fisher-Doiron as an administrator and a parent. She has been a great asset to our community and she will be missed. Congratulations Norma!

Upcoming Meetings*

- Youth Service Bureau Advisory Board, June 11, 2013, 11:45 AM, Conference Room B, Audrey P. Beck Municipal Building
- Town-University Relations Committee, June 11, 2013, 4:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Ordinance Development and Review Subcommittee, June 12, 2013, 7:30 AM, Conference Room C, Audrey P. Beck Municipal Building
- Sustainability Committee, June 12, 2013, 5:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Playground Committee, June 13, 2013, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Committee on Committees, June 14, 2013, 8:00 AM, Conference Room B, Audrey P. Beck Municipal Building
- Personnel Committee, June 17, 2013, 6:00 PM, Conference Room B, Audrey P. Beck Municipal Building

- Planning & Zoning Commission, June 17, 2013, 7:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Human Services Advisory Committee, June 19, 2013, 2:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Cemetery Committee, June 19, 2013, 3:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, June 19, 2013, 7:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, June 19, 2013, 7:30 PM (special meeting - location tbd)
- Mansfield Community Campus Partnership, June 20, 2013, 4:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- UConn Water & Wastewater Advisory Committee, June 20, 2013, 5:30 PM, Bishop Center
- Town Council, June 24, 2013, 7:30 PM, Council Chamber, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*